Issues Order *re.* Conversion of Sedam Sub-treasury into a Banking one.

READ :—

Copy of letter Cy. No. 477/93 (3) H-64/65, dated 22nd July 1964, from the Chief Accountant, Reserve Bank of India, Central Office, Bombay 1, addressed to the Chief Officer, State Bank of India, Subsidiary Bank Section, Central Office, Bombay.

The Chief Accountant, Reserve Bank of India, Central Office, Bombay, has requested Government for issue of orders in respect of the transfer of cash business from the Sedam Sub-treasury to the branch of the State Bank of Hyderabad.

ORDER No. FD 24 RBC 64, DATED BANGALORE, THE 20TH AUGUST 1964 (SHRAVANA 29, SAKA ERA 1886).

Sanction is hereby accorded to the conversion of the Sedam Sub-treasury into a banking one and to the transfer of cash transactions of the Sub-treasury to the local branch of the State Bank of Hyderabad. The actual date of transfer of cash work will be notified by the Deputy Commissioner, Gulbarga in consultation with the State Bank of Hyderabad, Hyderabad. That date will hereafter be referred to as the 'appointed date'.

2. The special steps to be taken on the eve of conversion of the Sub-treasury into a Banking one and the classes of cash transactions to be taken over by the Bank are detailed in Annexure 'A' to this order.

3. On and after the 'appointed date', the branch of the Bank will conduct the cash business of the Sub-treasury and render daily accounts to the Sub-treasury Officer, Sedam in the manner laid down in the rules in the Mysore Treasury Code and in the compilation of the Central Treasury Rules.

4. For the conduct of the cash transactions that will continue to be handled at the Sub-treasury, a permanent advance of Rs. 200 (Rupees Two hundred only) is sanctioned. The amount may be drawn by the Sub-treasury Officer, Sedam from the Bank on a simple receipt. The expenditure out of the imprest should be recouped daily, the connected receipts, if any, being remitted to the Bank and the amount paid being drawn from the Bank, separately, for each class of transaction.

Should a demand be presented at the Sub-treasury which cannot be met out of the balance of the permanent advance, the Sub-treasury Officer, Sedam may draw the extra amount required from the Bank on a payee's receipt indicating the purpose for which money is required and furnishing a pay order thereon.

5. The normal cash balance fixed for this Sub-treasury should be treated as withdrawn with effect from the appointed date, and the normal balance fixed for the District as a whole reduced correspondingly.

6. The District and Sub-treasury Officer should follow strictly any instructions that the Accountant General may issue in the matter.

7. Proposals should immediately be made by the Deputy Commissioner to the Government in the Finance Department through the Divisional Commissioner in regard to the disposal of the staff of the Sub-treasury becoming surplus, if any, in consequence of these arrangements.

8. The Police guards required for guarding the chest in the Bank premises may be provided by the Inspector General of Police, if required by the Bank under the usual terms.

9. The Deputy Commissioner is requested to make adequate arrangements to effect the transfer on the appointed date under report to Government in the Finance Department as well as to the Divisional Commissioner. He is also requested to see that the changes are effected smoothly and maximum convenience and guidance are afforded to other Departments and the general public in the first few days to obviate inconvenience to them.

10. The Deputy Commissioner is also requested to depute an official experienced in Banking Treasury work to the Sub-treasury for about a week to enable the staff to become familiar with the new arrangement.

11. New forms and registers required at the Sub-treasury for immediate use should be spared from the District Treasury and an indent placed with the Director, Government Printing and Stationery, for future supply.

By Order and in the name of the Governor of Mysore,

N. S. BHARATH,

Deputy Secretary to Government,
Finance Department.

ANNEXURE—A.

1. The Cash Balance of the Sub-Treasury on the opening of the 'appointed date' should be remitted to the Bank of the same day upon a separate challan for credit to the head "Cash Remittances between Treasuries-Reserve Bank of India" under advice to the Government in the Finance Department and the Accountant General.

2. The cash transactions connected with the following items of work will be conducted at the sub-treasury itself as heretofore. The remittances of money or the payees, as the case may be, need not in such cases go to the Bank for their transactions :—

(*a*) Disbursement of Indian Military Pensions (on muster rolls).

(*b*) Collection of Land and Excise Revenue, transactions of Muzrai Funds, V. P Funds, etc., connected with the Taluk Accounts.

(*c*) Transactions on account of receipts and payment and under Savings Bank.

(*d*) Any other items of work to be specified by Government.

N.B.—The amounts collected at the Sub-treasury should be remitted to the Bank daily under challans indicating the Head of account. Separate challans should be used for different major heads. Amounts disbursed from the permanent advance should be recouped from the Bank daily on simple payees' receipts furnishing classification similarly.

Amounts required for disbursement in excess of the balance of the permanent advance should be drawn from the Bank on simple payee's receipts, furnishing the heads of classification in the same way.

3. Pensioners will be paid their pension at the Bank on Pay Orders issued by the Sub-treasury Officer.

4. Taxes and fees on motor vehicles hitherto collected at the treasury will on and after the 'appointed date' be collected at the Bank direct. The licences, etc., will be issued by the authorities concerned as usual on surrender of the challan receipted by the Bank and after verification of the credit for the taxes or fees paid in the Treasury Accounts.

5. General, Court Fee, Postal and other Stamps including Postal Stationery will be issued at the treasury itself even after the 'appointed date'.

6. Cases, where remittances into and drawal from the Bank may be arranged directly without obtaining an authorisation from the Treasury Officer are specified in Annexure 'B'. In other cases, the documents on which money is presented or payment claimed at the Bank should have the authorisation of the Sub-Treasury Officer. The challans or bills so authorised, if not presented to the Bank within ten days of their authorisation require revalidation by the Treasury Officer.

7. The prescribed form of challan alone should be used for all remittances into the Bank. The forms will be supplied by the Sub-Treasury.

8. Cheques on Banks received by Government Officers in payment of Central or State Government dues or in settlement of other Government transactions should be remitted to the Bank direct. Such cheques should be endorsed in favour of the Bank in all cases. Form M. F. C. 3 (Bank) itself may be used as challan in such cases. Pending

realisation of the amounts thereof a receipt or token for the cheque only will be given by the Bank in the first instance. The final receipt will be delivered to the parties by the Bank soon after the cheques are cleared.

There will be a daily clearance of cheques accepted and the transactions will be included in the daily account rendered to the Sub-Treasury after the cheques have been cleared.

Note:—The Bank reserves to itself the right to refuse to accept cheque, the collection of which in its opinion, cannot reasonably be undertaken and which it would not accept on behalf of its own constituents.

9. Cheques drawn by Government Officers for drawing funds from the Bank should be addressed to the Bank and not to the Sub-Treasury Officer. Such cheques are negotiable. Until new cheque forms are printed, the required correction may be made in the existing forms in manuscript or rubber stamp. Such alterations do not require attestation. Cheque books will not be supplied by the Bank. They will be supplied by the Sub-Treasury, as at present.

Note:—Cheques issued by such Officers on the Sub-treasury previously and remaining unpaid on the 'appointed date' will be cashed at the Bank direct subject to the rules of currency, etc. The information required by the Bank in this behalf will be furnished by the Sub-treasury as indicated at para 10 *infra*.

10. The Sub-treasury Officer will arrange to forward to the Bank one week in advance of the 'appointed date' the specimen signature of the Government Officers authorised to operate on the P. D. and other accounts at the Sub-treasury. Copies of standing instructions, if any, in the assignment, drawing or P. D. Accounts, together with the correspondence pertaining to stopped cheques, etc., should also be forwarded to the Bank on or before the 'appointed date'.

11. All Officers drawing cheques on the Bank should furnish to the Bank, on the 'appointed date' a list of their cheques issued prior to the 'appointed date' and outstanding payment on that date by obtaining the necessary information from the Sub-treasury.

12. Monthly pay bills of Government officers and offices should be presented at the Sub-treasury for scrutiny three days in advance invariably as prescribed in Article 80, Mysore Financial Code, 1958. Such pay bills with the pay Order of the Sub-treasury Officer on the Bank will be delivered on the last working day. Bills presented for audit should be merely signed without receipting the contents, which should be done only after the bill is received back from the Sub-Treasury with pay orders and before presentation at the Bank.

ANNEXURE—B

Transactions in respect of which the challans, cheques or refund orders need not pass through the Sub-Treasury Officers before presentation at the Bank.

Payments into the Bank

1.	Remittances of Sales-Tax in the special forms prescribed.	
2.	Do	Forest Revenue.
3.	Do	Civil and Criminal Courts Deposits.
4.	Do	Fees, fines, etc., by Criminal Courts.
5.	Do	Food Depots.
6.	Do	Income-Tax Revenue.
7.	Do	Union Excise Duties.
8.	Do	Life Insurance Premia relating to Government Insurance Department.
9.	Do	into Personal Deposit Accounts kept at the Bank.
10.	Do	of other items on challans which have been signed or attested by the Departmental Officer on whose behalf the moneys are credited.
11.	Do	of amounts on special printed forms of challans.

Drawal from the Bank

1. Cheques drawn by Government Officers on Personal Deposit Accounts kept at the Bank.
2. Cheques drawn by the Officers of the Judicial Department against Personal Ledger Accounts.
3. Cheques drawn by Public Works Department.
4. Cheques drawn by Forest Department.
5. Cheques drawn by Government Commercial Undertakings.
6. Cheques drawn by Government Insurance Department.
7. Cheques drawn by the Chief Accounts Officer, Mysore Electricity Board.
8. Cheques drawn by the Bursar, Mysore University.
9. Refund Orders of the Income-Tax Department.
10. Cheques of the Postal Department.
11. Cheques of the Defence Department.
12. Refund orders of the Sales-tax Department.

PUBLIC WORKS SECRETARIAT

Issues further Amendments in regard to the Rates for the occupation of Inspection Bungalows and Travellers Bungalows under the control of Public Works Department.

READ—

1. G. O. No. PWD 90 BPM 59, dated 10/11th August 1960.
2. Letter No. BS/4948/TB's/61-62, dated 2nd August 1962, from the Chief Engineer (C & B).
3. Letter No. GB/PWD. 226/61-62, dated 9th November 1961, from the Divisional Commissioner, Belgaum, addressed to Government.
4. Government Notification No. FD 140 SRS 61, dated 6th November 1961.
5. Further correspondence ending with letter No. BS/4948/TB's/61-62, dated 20th April 1963 from the Chief Engineer (C & B)., addressed to Government.

PREAMBLE—

In the Government order dated 11th August 1960 cited first above, orders regarding uniform rules together with the tariffs for the occupation of Travellers' Bungalows, Inspection Bungalows and Circuit Houses throughout the State have been issued. The Divisional Commissioner, Belgaum, has stated that under the tariffs prescribed under that Government order there is no uniformity in the rates charged for the occupation of Inspection Bungalows and Travellers' Bungalows and that some times two officers on duty staying in the same building would have to be charged at the different rates. He, therefore, recommended that, if in the same building, there are two suits, one classified as T. B. and the other one classified as Inspection Bungalow rates may be charged for all the suits as for Inspection Bungalows only.

The Chief Engineer (C & B) who was consulted in the matter has examined the question in the light of the Government Notification dated 6th November 1961 cited above which requires the production of a certificate in the form noted therein, when a Government officer has to claim full Daily allowance. In view of this Notification, the Chief Engineer (C & B), has finally recommended that the concession granted to the officers of Government in the Government order dated 11th August 1960 by way of free occupation in the Inspection Bungalows for the first five days under Rule 10 of the Rules for occupation of Inspection Bungalows may be withdrawn and that Gazetted Officers on duty may be charged at an uniform rate of Rs. 1-25 per day for Class-I Inspection Bungalow or Class-I Travellers' Bungalow and 75 Paise for Class-II Travellers' Bungalow or Class II Inspection Bungalow plus service charges respectively.

In this connection he also recommended that the rates for the occupation, by private persons, of Class-I Inspection Bungalows and Class I Travellers' Bungalow situated in District Headquarters may be raised to Rs. 3-5 (Rupees three and paise fifty only) per day per single room as against Rs. 2 and Rs. 2-50 per day fixed by Government for Class-I Travellers' Bungalow and Class-I Inspection Bungalow respectively.